



CITY OF LONG BEACH

EMPLOYMENT OPPORTUNITY

Case Manager III (Full Time/Unclassified)

Center for Families and Youth Programs – Community Health Bureau

\$17.01 - \$23.26 per hour

DEPARTMENT OF HEALTH & HUMAN SERVICES

POSITION:

The City of Long Beach Department of Health and Human Services, Bureau of Community Health, is recruiting for two Case Manager III positions. Under supervision from the Clinical Director, the Case Manager provides In-Home Outreach counseling to referred families to promote strengthening family function, reduce out-of-home placement, linkages to services, education and case management. The two positions are all in the Community Health Bureau's Center for Families and Youth Division, Family Preservation Prevention Program. The positions are at our North facility located at 6335 Myrtle Avenue, Long Beach, CA 90805.



EXAMPLES OF DUTIES:

- Provides in-home counseling/case management visits to participating families a minimum of once per week, or as determined by the service plan.
- Attends Multidisciplinary Case Planning Committee meetings and contributes to the development and monitoring of an individualized service plan for each family.
- Observes children and assesses the home environment for child safety risk factors.
- Provides referrals and linkages to parenting training, youth services, mental health services, housing services, job training, transportation and other needed services as identified in the service plan.
- Identifies community resources and pursues new referral contacts to meet client needs.
- Monitors and follow-up participation in activities and services defined in the service plan.
- Provides crisis intervention services such as providing families with essentials to meet their immediate needs.
- Serves as liaison and advocate for families participating in Family Preservation Programs.

EXAMPLES OF DUTIES (cont.):

- Maintains case records and required reporting documentation, including data collection forms, progress notes, monthly reports, service logs and referral forms.
- Attends all required staff meetings and trainings.
- Assists with events, activities and services of other CFY programs as required.

QUALIFICATIONS:

- A Bachelor's Degree in Social Work/Social Services or closely related field is required. A Master's Degree in Social Work/ Social Services or a closely related field is highly desired.
- At least two years' experience working in a community based program as a case manager OR two years' experience working in any capacity with in-home services.
- A valid California motor vehicle operator's license.
- Bilingual English/Spanish is highly desired.

SUCCESSFUL CANDIDATES WILL DEMONSTRATE:

- Excellent verbal and written communication skills.
- Ability to perform as a member of a multi-disciplinary team.

APPLICATION PROCESS:

This recruitment will close at 4:30 p.m. (Pacific Time) on Friday, August 14, 2015. To be considered, please email a letter of interest and resume to the email listed below. Include "Req HE15-009 CM III- CFY" in the email subject line:

LBDHHS-JobApplications@longbeach.gov

Resumes will be reviewed for depth and breadth of experience, and for level and relatedness of education. The most qualified candidates will be invited to participate in further selection procedures. Applicants who do not meet the minimum qualifications will not be considered.

(Req. HE15-009)

The City of Long Beach is an Equal Opportunity Employer. We value and encourage diversity in our workforce.

The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990. If a special accommodation is desired, or if you would like to request this information in an alternative format, please call (562) 570-4009. In support of the City's Language Access Policy, bilingual skills (Spanish, Khmer and/or Tagalog) are desirable for positions interacting with the public.